Department of Veterans Affairs — ACRS FUNCTIONAL TASK STATEMENT

NOTE: Data from this Automated Customer Registration System (ACRS) form is used to establish access to data and to timesharing facilities.

1. FUNCTIONAL TASKS (FTS) *(Check appropriate box)*	2. ORGANIZATION *(O/FIRM, VBA, VHA, etc.)*	3. APPLICATION ABBREVIATION
☐ ADD NEW TASK TO ACRS SYSTEM		
☐ MODIFY EXISTING TASK	4. FACILITY SCOPE *(All facilities, all VAMC's, 348 only, etc.)*	5. SEQUENCE NO *(Mods only)*
☐ DELETE TASK FROM ACRS SYSTEM	6. DIRECTIVES *(Enter name of documentation to be provided, or NONE)*	7. DELETE DATE *(mm/dd/yy)*

8. FUNCTIONAL TASK NAME *(Enter FT name, e.g. LOGWERD, PAID Data Enter, etc. Max 30 positions)*	9. FUNCTIONAL TASK DESCRIPTION *(Optional, Max 20 positions)*

10. TIMESHARING FACILITY ACTION *(Check the Add or Del box for each item selected. State which IDMS Integrated Data Dictionaries (IDD) is/are to be assigned to the specific IDMS Central Version - P, R, W, C, or D)*

ADD	DEL	TIMESHARING FACILITY	ADD	DEL	DATABASE	DATABASE	ADD	DEL	IDD DICTIONARY
		CICS			P-IDMS				
		OCF			R-IDMS				
		FALCON-P			W-IDMS				
		FALCON-D			C-IDMS				
		TSO			D-IDMS				
		WYLBUR			RSD				
						NOTE: If necessary, the Security Staff will annotate IDMS IDD Dictionary Assignments.			

11. IDMS RESOURCE REQUESTS *(Enter data as required. Task Codes/Names and/or Subschemas will be associated with Databases if used on that line.)*

DATABASE	ADD	DEL	IDMS TASK CODE/NAME/OTHER	ADD	DEL	SUBSCHEMA/SCHEMA

12. FALCON *(Enter data as required)*

ADD	DEL	FALCON LIBRARIES	FUNCTIONAL LEVEL

13. DATASETS *(Enter data as required)*

ADD	DEL	DATASET NAME QUALIFIERS (FILE ID)	FUNCTIONAL LEVEL

14. FACILITY RESOURCES *(Enter data as required)*

ADD	DEL	TSO LOGON PROCEDURES/CICS OTRANS/RSD ACCESS/OTHER RESOURCES

15. SIGNATURE OF THE SYSTEM MANAGER OF RECORD (SMR)	16. SMR CUSTOMER ID	DATE

INSTRUCTIONS FOR COMPLETING THE ACRS FUNCTIONAL TASK STATEMENT

BLOCK 1   Check ADD if this is a new Functional Task to be added to the ACRS system.
Check MODIFY if this is a modification to an existing Functional Task.
Check DELETE if this Functional Task is to be deleted from the ACRS system.

BLOCK 2   Enter the Organizational Abbreviation (e.g., O/FIRM, VBA, VHA, etc.).

BLOCK 3   Enter standard abbreviation for this specific application (e.g., AMIS, FMS, ISMS, PTF, etc.).

BLOCK 4   Enter Facility Scope code and definition for this FT to allow only authorized access.
(e.g., 1-All Facilities, 2 - VACO Only, 4 - LGY Facilities, 15 - All)

BLOCK 5   If Block No. 1 has MODIFY checked, enter the last two digits of the Functional Task Code.

BLOCK 6   Enter manual name(s) or number(s) to be provided with this Function Task, or "NONE."

BLOCK 7   If this Functional Task is temporary, enter the delete date in MM/DD/YY format.

BLOCK 8   Enter the name of this Functional Task. Names should be recognizable as a specific and unique work
function for all applicable facility organizations (e.g., LOGWERD, PAID Data Entry, HDF Analysis,
etc.), maximum of 30 positions.

BLOCK 9   Optional. Enter additional data, up to 20 characters, which will help describe the Functional Task more
uniquely, such as listing a typical job position or title which commonly needs to utilize the resources of
this Functional Task.

BLOCK 10   Instructions as specified under Block No. 10 of the form.

BLOCK 11   Assign Task Code and Schema/Subschema resources to the specified Database. Database must be
specified as left most data item of this block.

BLOCK 12   Each Functional Task Code which utilizes FALCON must have only one library and only one Function
level specified. If CONTROL access is necessary for supervisors, and READ access is necessary for
data entry personnel to the same FALCON library, that would require two separate Functional Tasks.

BLOCK 13   Enter the Dataset Name at the lowest level (i.e., longest and most specific name) which is acceptable to
perform the function required for this Functional Task. High level dataset names allow greater access,
but also provide reduced security and greater risk.

BLOCK 14   Enter the name(s) of other specific resources to be included in the Functional Task.

BLOCK 15   Signature of the System Manager of Record (SMR) who authorizes this Functional Task.

BLOCK 16   ACRS Customer ID of the System Manager of Record, whose signature appears in Block No. 15.

BLOCK 17   The date the authorizing SMR signed Block No. 15 of this form.